



भारत सरकार **GOVERNMENT OF INDIA**  
वित्त मंत्रालय **MINISTRY OF FINANCE**  
राजस्व विभाग **DEPARTMENT OF REVENUE**  
केन्द्रीय अप्रत्यक्ष कर और सीमा शुल्क बोर्ड  
**CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS**  
सीमा शुल्क आयुक्त का कार्यालय  
**OFFICE OF THE COMMISSIONER OF CUSTOMS**  
सीमा शुल्क गृह, विल्लिंगटन आईलैंड, कोच्चिन  
**CUSTOM HOUSE, WILLINGDON ISLAND, COCHIN-682009**

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F.No. S44/05/2018-19.Admn.Cus.

Dated: 23.09.2019

प्रशासन परिपत्र ADMINISTRATION CIRCULAR No. 17 / 2019-20.

**Sub: Scheme for grant of Cash Awards to meritorious children of Departmental Officers/ Staff for their performance in the 10<sup>th</sup> / 12<sup>th</sup> standard Board Examinations held in March/ April- 2019-Reg.**

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Please refer to letter F.No.712/164/HRD/WF-I/19/6340 dated 23.08.2019 regarding the subject matter (copy enclosed).

The eligible officers may submit the duly completed applications in all respect, along with the relevant documents to Administration section in the prescribed format, latest by **11<sup>th</sup> October, 2019 (A.N) without fail** for onward submission of the same to DGHRD before the stipulated time.

(कोशी एलेक्स KOSHY ALEX)

सहा. सीमाशुल्क आयुक्त(प्रशा)

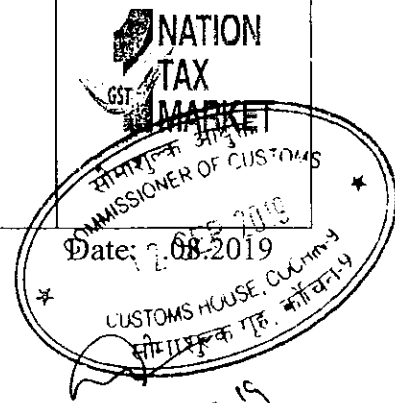
**ASST. COMMISSIONER OF CUSTOMS (ADMN)**

Copy to: 1. EDI Section for uploading the Circular in the Departmental website.  
2. Notice Board.



Government of India  
Ministry of Finance,  
Department of Revenue  
Directorate General of Human Resource Development  
Indirect Taxes & Customs  
C-4, Ground Floor, IRCON Building,  
District Centre Saket, New Delhi-110017

F.No. 712/164/HRD/WF-I/19 634



To

The Pr. Directors General/Pr. Chief Commissioners (All)  
The Directors General/Chief Commissioners (All)  
The Pr. Commissioners/Pr. Additional Directors General (All)  
The Commissioners/Additional Directors General (All)

Sir/Madam,

**Subject:-Scheme for grant of Cash Awards to meritorious children of Departmental officers/ staff for their performance in the 10<sup>th</sup>/12<sup>th</sup> standard Board Examinations held in March/April, 2019-Reg**

The Scheme for grant of Cash Awards to meritorious children of departmental officers/ staff in recognition of their performance in the 10<sup>th</sup> and 12<sup>th</sup> standard Board Examinations held in March/April, 2019 as approved by the Governing Body of the Customs & Central Excise Welfare Fund is enclosed herewith.

- The Jurisdictional Commissioners/ Additional Directors General are requested to give wide publicity to this Cash Award Scheme amongst officers and staff under their jurisdiction, including those on deputation to / working in other Departments/Ministries/Organizations.
- The Cash Award Scheme-2019 is applicable to children of departmental officials borne on the strength of the Central Board of Indirect Taxes and Customs including all its field formations and also includes those departmental officials who are on deputation to / working in other Departments/Ministries/Organizations etc. In terms of this Scheme the children of Group 'A' officers are not be eligible for the Cash Awards and therefore, only children of Group 'B' and Group 'C' may apply for Cash Awards under the Scheme.
- In case of children of deceased officers, applications should be sent through the Commissioner, from whose office the deceased officer's family is drawing the pension or in whose jurisdiction the family is residing.
- In case of physically handicapped children, the benefit of the Scheme shall be applicable, subject to their fulfillment of the conditions laid down in the Scheme.
- The Jurisdictional Commissioners / Additional Directors General/ HoDs are requested to forward applications in the enclosed proforma duly recommended by the Advisory Committee of the respective Commissionerate / Directorate along with an attested photocopy of the child's mark sheet; and certificate of disability from the competent authority in case of physically handicapped children, (if applicable) so as to reach this office latest by **31<sup>st</sup> October, 2019**.

Contd. P/2

8. Proposals in respect of Cash Awards Schemes are required to be recommended by the Advisory Committee headed by the Commissioner/ HoD. The Committee should have a representative from each of Group A to C level.

9. The Commissionerates / Directorates should send applications / nominations by **Regd. /Speed Post only**. No application shall be entertained by this office which is sent by Ordinary Post.

10. The Commissioner / Additional Director General should certify that the application(s) submitted by their officers/ staff have been duly checked and are in compliance with the Cash Award Scheme 2019, while forwarding the application.

11. It may also please be noted that applications / nominations received after the due date i.e., **31<sup>st</sup> October, 2019** shall not be entertained.

Yours faithfully,

(Anice Joseph Chandra)

**Addl. Director General (I&W) &  
Member-Secretary, Governing Body (Welfare Fund)**

Encl:

- (i) Cash Award Scheme-2019
- (ii) Proforma for application.

Copy for information to:-

- (i) The Joint Secretary (Admn.), CBIC, New Delhi/Director General C.E.I.B/ Director General, N.C.B/ Chief Commissioner, Authority for Advance Rulings/Competent Authority, SAFEMA/Narcotics Commissioner, C.B.N/Chief Controller of Factories/Commissioner, Settlement Commission, DG Anti-Profiteering, CDR, CESTAT, Enforcement Directorate with a request to forward applications / nominations of the officials borne on the strength of Indirect Taxes and Customs and presently working under their jurisdiction/charge.
- (ii) [webmaster.cbic@icegate.gov.in](mailto:webmaster.cbic@icegate.gov.in) with a request to put this letter on the web site. Mention may also be made of the Scheme in the headlines being flashed.

(Anice Joseph Chandra)

**Addl. Director General (I&W) &  
Member-Secretary, Governing Body (Welfare Fund)**

**CASH AWARD SCHEME FOR THE ACADEMIC YEARS 2018-19  
(BOARD EXAMINATION HELD IN MARCH/APRIL- 2019)**

*Note-1: With the introduction of the grading system by CBSE in the Board Exams for Class 10<sup>th</sup>, the calculation of minimum% of marks eligible for award of cash awards will be done on the basis of the conversion formula given by CBSE in the mark sheet)*

*Note-2: Wards of Group 'A' officers are not be eligible for the Cash Awards under the Scheme.*

A. The eligibility conditions (minimum percentage of marks/ CGPA) and amount of each Cash Award are given in Table below:

**Table**

S. No.	Category of Candidates	Minimum % of marks in 10 <sup>th</sup> /12 <sup>th</sup> Board Examination	Minimum CGPA in 10 <sup>th</sup> Board Exams
1.	Group 'B' (General Category)	90%	9.5
2.	Group 'C' (General Category)	85%	9.0
3.	<ul style="list-style-type: none"> <li>SC/ST Category</li> <li>Physically challenged/ differently abled children and children of deceased Departmental officials</li> </ul>	10% less than the minimum percentage required for General Category of respective Group	1.0 less than the minimum CGPA required for General Category of respective Group
4.	OBC (Other Backward Classes)	5% less than the minimum percentage required for General Category of respective Group	0.5 less than the minimum CGPA required for General Category of respective Group
5.	Amount of one-time Cash Award	Boys	Rs. 10,000/-
		Girls	Rs. 12,000/-

**B. Other Conditions:**

- (i) As per the decision of the Governing Body, the wards of Group 'A' officers have been excluded from the Scheme, hence they need not apply for Cash Awards.
- (ii) Forms in prescribed proforma must be filled academic year- 2018-19 duly recommended by the Advisory Committee of the concerned Commissionerate to be forwarded to this office. Applications forwarded without the recommendation of the Advisory Committee will not be entertained.
- (iii) The Candidate must have secured minimum passing marks in all the subjects, he/ she has appeared. Eligibility will be decided by taking percentage of aggregate of marks secured in all subjects the candidate has appeared (including additional/optional subjects mentioned in the mark sheet).

Contd...P/2

- (iv) Only first two children of the Departmental officials are eligible for grant of Cash Awards under the Scheme. However, if subsequent beneficiaries are girl children, this restriction will not apply.

(v) **Conditions for availing benefits for physically challenged (Handicapped) children:**

The benefits under the Scheme shall be applicable subject to the fulfillment of the following conditions besides conditions as prescribed in the Table above.

- a) The benefits shall be applicable under the following three categories of disabilities:
- i. Blindness or low vision;
  - ii. Hearing impairment; and
  - iii. Loco-motor disability or cerebral palsy (including all cases of orthopedically handicapped persons)
- b) **The benefit shall be admissible for disability of 40% or more.**
- c) An attested copy of certificate of disability issued by State / Central Govt. Hospital or a competent authority as per the reservation rules of Govt. of India for physically handicapped persons is to be attached with the application for Cash Award.

**Check list for the Commissionerate/ Directorate:**

- |   |        |
|---|--------|
| 1. Application in the prescribed proforma in original duly signed by the applicant is attached.                             | Yes/No |
| 2. Copy of the original marksheet duly attested is attached   | Yes/No |
| 3. Copy of the SC/ST/OBC category certificate issued by competent Authority duly attested, wherever applicable is attached. | Yes/No |
| 4. Copy of Disability Certificate issued by Competent Authority duly attested, wherever applicable is attached.             | Yes/No |
| 5. Minutes of the meeting of the Advisory Committee recommending the name of the applicant is attached.                     | Yes/No |
| 6. The application has been sent by speed post / Registered post:   | Yes/No |
| 7. Certificate from the Commissioner/ Additional Director General   | Yes/No |

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**PROFORMA**

**APPLICATION FOR GRANT OF CASH AWARDS FOR BOARD EXAMINATIONS  
HELD IN MARCH/APRIL- 2019**

**(Separate forms must be filled for each Children)**

**(To be forwarded only through advisory committee of the concerned  
commissionerate/directorate)**

**(Tick ✓ in appropriate box, No column be left blank)**

1. Commissionerate/Directorate :
  2. Name of the Departmental official (parent) :  

  3. Group of the Official :

Group 'B'	
Group 'C'	
  4. Designation :
  5. Place of Posting :
  6. Category :

General		SC	
ST		OBC	
- (Attach attested copy of certificate issued by the  
Competent Authority in case of SC/ST/OBC)**
7. Name of child (Ward) :  

  8. Gender of child : Boy ☐ Girl ☐
  9. Whether child is Physically Handicapped : Yes ☐ No ☐
- (If yes, attach attested copy of certificate issued by  
the Competent Authority as per conditions  
laid down in the Scheme)**
10. Whether the child is one of the first two children of the official : Yes ☐ No ☐  
**(If No, only the subsequent girl child is eligible for cash award)**
  11. Board Exam. 10<sup>th</sup> / 12<sup>th</sup> : 10<sup>th</sup> ☐ 12<sup>th</sup> ☐
  12. Year of Board Exam. : 2019

1. The above Party declared the candidate for the 2023-24  
 2. The above Party  
 3. attach attested copy of Original Mark sheet of relevant exam and year  
 4. The above Party  
 5. The above Party

Signature of the Dept. Official:

Name of the Dept. Official:

Designation:

Contact No.:

Email ID:

Date:

Place:

Signature